

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
AUGUST 18, 2014 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on August 18, 2014 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. Jill Johnson, Chair, Helen Price Johnson, Member, and Aubrey Vaughan, Member were present. The meeting began with the Pledge of Allegiance.

*Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.*

**PUBLIC INPUT OR COMMENTS**

*[Documents on file with the Clerk of the Board]*

Public input or comments were offered by:

- Elizabeth Guss (*Book presented*)
- Val Schroeder (*Book presented*)
- Dick Snowberger, on behalf of Sandra Pollard (*Book presented*)

**CONSENT AGENDA**

*[Documents on file with the Clerk of the Board]*

Pre-audited bills:	\$342,263.30
Vouchers:	\$992,550.05
Electronic funds transfers:	\$227,960.43
Payroll:	\$582,138.07
Minutes:	none

**Central Services**

Purchase Order No. 7700 – Compucom Systems Inc.; Microsoft Office Licensing-XP Replacement Project; Amount: \$65,273.93 (incl. WSST) (RM-CS-2014-206)

**GSA**

Request for Approval to Hear Property Tax Appeals- Island County Board of Equalization requests approval to convene after the 28th day 2014 regular session. The requirements for convening were satisfied because over 200 appeals have been filed which exceeds the threshold under the RCW 84.48.010

**Human Services**

- Contract Amendment No. 3 with Sunrise Services, Inc. for Jail Transition Services, adjustment of fund sources. Contract No. HS-48-13(3); Amount: \$0 (RM-HS-2014-201)
- Contract Amendment No. 2 with Sea Mar Community Health Centers to align service rates and dates of service with WA State Division of Behavioral Health and Recovery (DBHR) Grant No. 1163-27304(9). Contract No. HS-54-13 (2); Amount: \$125,988 (RM-HS-2014-202)

**Natural Resources**

Contract Amendment No. 1 with WA State Department of Ecology. Amendment continues to fund the 2013-2014 operations and projects of the Island County Marine Resource Committee with revisions to the scope of work of Tasks 3.2 & 4.1 only. Contract No.: G1400459; Amount: \$0 (RM-DNR-2014-205)

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Public Works- County Roads

Contract/Contract Bond – Interwest Construction, Inc.; Fidalgo Drive Slope Stabilization – Whidbey Island; CRP 14-04, JL 01107-0001; Amount: \$189,047 (RM-PW-2014-213) (PW-1420-093)

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to approve the Consent Agenda as presented, second by Commissioner Vaughan. Motion carried 3-0**

REGULAR AGENDA

*[Documents on file with the Clerk of the Board]*

Commissioners

Recommendation of Appointment to the Law and Justice Council, Position No. 5

**ACTION TAKEN:**

**Motion by Commissioner Vaughan to appoint Gerald Betts to Position No. 5 on the Law and Justice Council for a term extended to February 28, 2017, second by Commissioner Johnson. Motion carried 2-1 (Commissioner Price Johnson opposed)**

PUBLIC HEARINGS

*[Documents on file with the Clerk of the Board]*

Human Services

10:15 a.m. Public Hearing: Public notification related to Community Development Block Grant (CDBG) No. 00-64020-008. A Public Hearing will fulfill the public notification requirement to implement change in use of the Community Health Center building located at 105 NW 1st Street in Coupeville.

Jackie Henderson, Human Services Director and Lynda Richards, Human Services Assistant Director indicated that the purpose of the Public Hearing is to hear any concerns as to the proposed transition plan.

Public comments were offered by:

- Judy Heinemann, Compass Health Director

There being no additional comment, the public hearing was closed.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to authorize the Chair to sign a letter to implement change in use of the Community Health Center Building, second by Commissioner Vaughan. Motion carried 3-0**

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Commissioners

PERC Compliance/Island County – Case No. 25552-U-13-6539

As required by the Public Employment Relations Commission the Notice to Employees was read in its entirety into the record of this, a regular public business meeting of the Board of Island County Commissioners, by Commissioner Johnson. A copy of the signed and dated Notice is permanently appended to these minutes.

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

Board members provided their respective comments and announcements.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to recess until Tuesday August 19, 2014 at 10:30 a.m. to begin Budget Workshops, second by Commissioner Vaughan. Motion carried 3-0**

There being no further business to come before the Board the meeting recessed at 10:44 a.m. until Tuesday August 19, 2014 at 10:30 a.m. for Budget Workshop.

AUGUST 19, 2014 AT 10:30 A.M. – REGULAR SESSION RECONVENED

BUDGET WORKSHOPS WITH DEPARTMENTS

Commissioner Johnson announced the absence of a quorum. The meeting, therefore, would recess until 1:00 p.m. for Budget Workshop. Budget Workshop for Public Works, scheduled for 10:30 a.m., is rescheduled to September 4, 2014 at 2:00 p.m.

The Board recessed at 10:32 a.m.

At 1:00 p.m. the Board reconvened for Budget Workshops.

Commissioners Johnson and Price Johnson were in attendance. Commissioner Vaughan was excused.

Public Health and Department of Natural Resources

Presentation by Keith Higman (Handout Provided)

- Additional Operating Support from current expense needed to fund program deficits.

Planning and Community Development

Presentation by David Wechner (Handout Provided)

- Additional administrative assistant: a .5 FTE “project” position to accomplish data entry of record indexes, preparing records eligible for destruction, boxing records for archiving, and cataloging in-house records for easy access to historical data. Position would be for a 6 month duration.
- Building Inspector/Plan Review: Increased permit activity to satisfy the goal of faster permit processing, and next-day inspections
- Planner Current Use (Camano): Increased permit activity, to satisfy the goal of faster permit processing, and provide better service at the Camano office.

There being no further business to come before the Board, Budget Workshop recessed at 4:11 p.m. until Thursday, August 21, 2014 at 9:00 a.m. for continued Budget Workshops.

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AUGUST 21, 2014 AT 9:00 A.M. – REGULAR SESSION RECONVENED  
BUDGET WORKSHOPS WITH DEPARTMENTS

Commissioners Johnson and Price Johnson were in attendance. Commissioner Vaughan was excused.

Assessor

*Presentation by Mary Engle*

- Continue appraiser trainee position that was funded in 2014

Auditor

*Presentation by Sheilah Crider, Auditor and LaRae Brown, Chief Deputy*

- Accountant: One additional full time (1.0 FTE) staff accountant is required to provide essential services to ensure compliance and adequate internal controls, and provide assistance to departments.
- Increase Recording Coordinator to full time: resource needed to assist in everyday tasks to help relieve the constant stress current staff is under.

Treasurer

*Presentation by Ana Maria Nunez, Treasurer*

- Administrative Assistant's time will be split 80% to current expense and 20% to Treasurer's M&O
- Property and Collections System (PACS) Terminal at the Camano Annex allowing taxpayers to pay property taxes in "real time" receiving receipt as proof of payment
- 3% of Treasurer's staff will be funded from Treasurer's M & O (Foreclosure Deputy 100% Treasurer's M & O)

Human Resources

*Presentation by Melanie Bacon (Handout Provided)*

- Labor Relations Representative: Additional (1.0 FTE) Employee requested for 3 years
- Renew online training subscription

Human Services

*Presentation by Jackie Henderson, Human Services Director and Lynda Richards, Human Services Assistant Director*

- Reclassification Position pay grade of:
  - Mental Health Coordinator Supervisor: Supervises all of the programs funded with Mental Health Therapeutic Courts Sales Tax
  - Accounting Coordinator: needed due to department growth

The Board recessed at 12:19 p.m. for a lunch break.

At 1:33 p.m. the Board reconvened Budget Workshops.

WSU Extension

*Presentation by Timothy Lawrence, WSU Extension Director*

- Additional funding for noxious weed control
- Continued Support for 4-H youth
- Continued support for shore Stewards on Whidbey Island and Camano Island

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**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adjourn the August 18, 2014 Regular Session, second by Commissioner Johnson. Motion carried 2-0**

There being no further business to come before the Board the meeting adjourned at 2:21 p.m. The Board will meet next in Regular Session on August 25, 2014 at 11:00 a.m. for Roundtable, followed by agenda items at 6:00 p.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Jill Johnson, Chair

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Helen Price Johnson, Member

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Aubrey Vaughan, Member

ATTEST:

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Debbie Thompson  
Clerk of the Board